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21 MAR 1972

MEMORANDUM FOR: Deputy Director for Support

**SUBJECT : Office of Personnel Report - Week Ending
17 March 1972**

1. Allowances for Handicapped Children: We have been informed by the Allowance Staff of the State Department that the education allowance rates for handicapped children have been increased effective 2 March 1972. The "at-post" rate has been \$1,000 per annum for several years. It will now increase to \$1,900 per annum. In addition, this is the second substantial increase in the "away-from-post" rate within a three-month period.

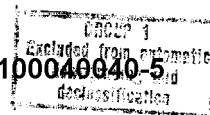
	<u>Prior to 10 Dec 1971</u>	<u>Effective 10 Dec 1971</u>	<u>Effective 2 Mar 1972</u>
Away from Post Rate	\$1,800 p/a	\$2,200 p/a	\$3,500 p/a

The definition of a handicapped child follows (Standardized Allowance Regulation):

Handicapped Child: An employee having a physically or mentally handicapped child who is capable of learning to read and write, but who is unable to use ordinary school facilities available or to study at any stated grade level may be granted an education allowance for such child by the authorizing officer. The costs of medical (including psychiatric) treatment for the child's condition are not to be included in such grants.

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2. State Department Seeks our Advice on Retirement Seminar:

In making plans for its forthcoming retirement seminar, the State Department has sought our advice on whether or not to include a group of retired persons in a panel discussion. We discussed our experiences with a panel composed of retirees and recommended that State definitely include this feature. Our advice was accepted; State will feature a session titled "The Retiree Speaks." They have invited us to send representatives to the seminar, and we plan to have different members of the Retirement Affairs Division cover the sessions.

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3. Retirement Briefing [] On 14 March representatives

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of Retirement Affairs Division conducted a retirement briefing for a group of nine staff and contract personnel [] The briefing consisted of a description of the main elements of the Agency's program of retirement services and an explanation of the two retirement systems. The briefing and the questions and answers lasted two hours.

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4. Notice to Employees Receiving Military Annuities: We are sending a copy of Headquarters Notice No. [] dated 4 December 1967 to 249 employees who are retired military personnel receiving military annuities. That Notice explains the crediting of periods of military service toward civilian retirement. It has been distributed at this time to refresh memories as to the effect on survivorship benefits. This Notice is in

the process of being reissued to employees throughout the Agency in order to insure that this information is brought to the attention of any other employees who may be receiving military annuities.

5. Recruitment of Romance Language Head: []

Chief, OTR/Language School has requested our assistance in arranging interview space at our [] on March 28 and 29. As a result of the recent advertisement for the Head of the Romance Language Department, a number of resumes were received from likely prospects within 200 miles

[]

[] Our recruiter [] has already contacted these applicants and was somewhat surprised that all of them are willing to come [] to meet [] at their own expense.

This, of course, suggests that the labor market for Ph. D. 's in the Romance Language field is quite "soft" at this time.

6. Recruitment of Junior Officers - Clandestine Service:

[] Chairman, CS/Junior Officer Board, will begin today, March 20, a series of trips to visit our field recruiters to brief them on program changes in the Clandestine Service that bear on the types of junior professional personnel we normally recruit for the CS. His initial visit will be to [] His next trip, tentatively scheduled for the week of 26 March, will take him to []

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7. Recruiter Support to Medical Services: We have completed arrangements to provide recruiter support to OMS/Psychological Services Staff representatives who will be attending regional meetings of the American Psychological Association over the next several weeks at Atlanta, Oklahoma City, Portland, Boston, Cleveland and Albuquerque. Recruiter presence is not advertised in advance and we maintain a "low profile" throughout the meeting.

8. Presidential Classroom: The Presidential Classroom group that met in the auditorium last Friday consisted of 27 students. Again, the interest level was high, the questions were direct and the students seemed to be appreciative of the orientation.

9. Upward Mobility Group: We have reserved ten spaces with the Civil Service Commission for student training in typing, communications skills and office practices beginning 26 June for our next Upward Mobility Group (training the disadvantaged for routine clerical tasks). The CSC is running a special course and we are anxious to see how effective this course is for our group.

10. UBLIC - Retirees: As of 15 March 1972, employees under age 60 who retire under the CIARDS system and who have had UBLIC for 10 years before retirement will be able to have their premium payments deducted from their annuity checks.

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11. Day Care Center: [] Chief, Plans Staff,
met with the Chairman of the Day Care Committee in the Department of
Agriculture to review the objectives of the Department's proposal for
the establishment of a Center and the reasons why it has been unsuccessful
to date in the establishment of such a facility.

/s/Harry B. Fisher

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Harry B. Fisher
Director of Personnel

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OD/Pers/[] dpm (20 Mar 72)